

Pacific View Charter School
Planning Grant Phase Application
LEA: Oceanside Unified School District
CDS#: 37-73569-0000000

Mission Statement: We passionately care about children and the way they learn. We believe they right to have curriculum that is relevant, takes learning styles into consideration, have sensitive but thorough monitoring of their progress, the opportunity to develop and reach academic potential, and a safe environment.

Abstract

The Oceanside Home Education/Independent Study program seeks to increase student achievement with more accountability through the development of Pacific View Charter School. With our accumulated knowledge expertise, and professional experience we feel confident of designing an innovative charter school. We will present a powerful and positive alternative educational program that will compliment the traditional public schools in our district.

The developers of Pacific View Charter School have maintained an alternative instructional strategy for the past five years known as the Oceanside Home Education/Independent Study. The program has demonstrated success in student achievement and fiscal responsibility. Student enrollment has grown from 60 students in 1994 to over 250 students in 1998-1999 school year (kindergarten through 12th grade). With the support of a powerful parent group, the staff, parents and community have recognized the need for a charter school which would allow for more flexibility in curriculum design to meet the needs of a larger student population with a variety of educational needs. Students often do not succeed in the traditional classroom environment, and require an alternative instructional strategy. Our goal is to provide an alternative for these students. We support parental choice and individualized instruction. This will result in measurably increased student knowledge and understanding. We intend to focus on distance learning, community partnerships, and unique instructional content. Collaboration and networking within the local and greater community will be integral in planning and maintaining the Charter School.

The planning grant funds will be used to plan and develop Pacific View Charter School's charter, curriculum, business and management plan, and the legal fees associated with establishing a non-profit corporation.

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I. The Charter School's Educational Vision

A. Baseline Information About the School

*** Demographic Characteristics**

The developers initiating this charter school are running a Home Education/Independent Study program already in existence. We look at the charter movement as an opportunity to offer increased diversity of program options.

The Oceanside Unified School District currently has approximately 22,000 students enrolled in its seventeen elementary schools, three middle schools, one continuation high school, and two high schools.

The families in the Oceanside Unified School District represent a wide range in economic status, cultures and ethnic diversity. The approximate breakdown is 41.5% Hispanic, 34% White, 14.9% African/American, 4% Filipino, 3.2% Pacific Islanders, 1.8% Asian, and .7% American Indian/Alaskan. Currently 51% of the student population qualify for free/reduced lunch program. Special Education students make up 2.1%.

*** Characteristics of The Community**

Oceanside is a growing bedroom community of about 175,000. It is located approximately 30 miles north of San Diego, and 90 miles south of Los Angeles. Its financial base has long been supported by the adjoining Camp Pendleton Marine Corps Base. The district's school population is growing considerably each year. Each school is at overflow capacity. Due to the district's special education offerings, Marines make Oceanside their destination if they have a special needs student. This has strained the district's resources. The Charter School hopes to help alleviate this strain.

The District has a very diverse population. We acknowledge the diversity in the student population and will be working to meet the needs of each individual. Students attending the charter school will be as diverse as the district population. Currently there are no charter schools in the Oceanside Unified School District. Students in grades K-12 from local, and surrounding communities, and throughout the state of California, are encouraged to benefit from the charter school program.

B. Educational Vision

*** Program Goals**

Our vision is to educate students within the community whose families have a strong desire to achieve optimum academic results, and develop self-reliant, capable students. Through shared governance, the parents and staff will be accountable for meeting the academic needs of all students attending the School. We will promote

individuality in learning and strive to develop responsible, creative students who possess the initiative necessary to meet their educational and life goals. These students will learn the skills necessary to actively and successfully participate in the twenty-first century. Students who enroll in Pacific View Charter School choose not to be in a regular public school classroom situation for a variety of reasons which include: high risk/at risk, low achievement, health, scheduling (i.e., sports, drama and extracurricular activities), academic challenges, emotional needs, safety issues, family relationships, personal beliefs and values, and travel. The employees of the Pacific View Charter School will interact in multiple ways with students, the community, and each other. They will work together to create rich opportunities for learning to occur at settings outside the actual school site and to develop complex and interactive relationships with the greater community. The Pacific View Charter School will meet the needs of students who, together with the support of families, teachers, and community, have decided that an alternative style of study will facilitate the students' educational success.

*** Philosophical Theory and Research Base**

The Pacific View Charter School recognizes students coming of age in the twenty-first century are going to face different challenges than their parents. Alan C. November, an educational consultant and senior partner of Educational Renaissance Planners in Evanston, Illinois notes, "workers will become more and more responsible for managing their own business and selling their services to many different customers across a global workplace." These challenges are already being felt by students, parents, and teachers and it is the aim of the Pacific View Charter School to prepare and enable its students to meet these challenges. A Variety of alternative instructional strategies, in addition to traditional approaches to education, will serve the students to meet the task at hand and be prepared to meet the future.

Students will not just be "taking the curriculum", but will help shape their own education with vital input from their parents and teachers. Staff members at the Pacific View Charter School will foster the initiative of students to create their own educational portfolios, and will be working to facilitate these citizens of the 21st century. It will be the task of educators to prepare students to be flexible, adaptive and interdependent in a high-tech marketplace. Students will be taught how to manage their time, design their own homework, co-create assessment tools, and collaborate with others around the globe.

Research into alternative instructional strategies is an ongoing project and will continue as the Pacific View Charter School strives to meet its goals and objectives. Research from a variety of sources will provide expertise from which to learn and develop our program.

Charter developers will be analyzing other charters' programs, and the educational needs in our own community. In addition, we will survey the needs of families currently enrolled in the Oceanside Education/Independent Study program.

The use of technology as an instructional tool will be a major focus in the development of the Charter's educational objectives. The charter staff will be working closely with MiraCosta College (the local community college) Computer lab in developing our distance learning component and related technological support.

*** Specific Educational Objectives**

Specific school goals and objectives will be developed to take the school from its starting point and constantly advance toward complete fulfillment of its vision. These objectives are as follows:

- Provide the opportunity, materials, and support for family-based instruction.
- Provide 1 on 1 learning and instruction.
- Develop a distance learning program for students and parents so that education can continue in a non-traditional setting.
- Address the multiple intelligences with the intention of raising and supporting achievement in academic areas.
- Increase educational opportunities for students, with special emphasis on expanded learning experiences for students identified as academically low achieving.
- Provide and implement innovative teaching methods. Provide a safe learning environment.
- Provide parents and students with expanded choices in the types of educational opportunities available within the publicly funded school system.
- Provide computer-driven instruction.
- Meet all statewide standards and conduct all pupil testing required by state law. Charter School students will perform as well as or better than similarly situated students enrolled in the traditional school.
- Offer reciprocal opportunities to eligible students from the Charter School and Oceanside schools for participation in expanded learning opportunities.

These objectives will be assessed by student performance, portfolios, standardized testing, and embedded assessment.

*** Summary of What Charter Hopes to Achieve**

We propose that The Pacific View Charter School will serve, educate, and work with K-12 grade students and parents who seek the opportunities for:

- A comprehensive distance learning curriculum
- A year-round, flexible open entry/open exit school year
- A foreign language studies for K-8th
- A supportive home education/independent study experience under credentialed teacher supervision
- Alternative instructional strategies outside of the traditional classroom for student education and progress
- A more challenging integrated curriculum that can best be met through an individualized education plan
- A supportive environment for the social or emotional growth of the students
- School-to-work and apprenticeship education components
- A unique educational philosophy

We, the Charter developers, acknowledge different learning styles among students and the vital importance of parental participation in the educational process. We understand the importance of the process and product in learning. We will provide students with the tools to access and communicate acquired knowledge. We feel that parent and student input should be valued, promoted, and acknowledged. This will be considered when designing instruction that will be meaningful for the student.

II. Description of Grant Project Goals and Activities for Approval of a Charter Proposal.

A. Grant Project Goals and Objectives -

*** Tangible Work Products**

- Formation of the Pacific View Charter Board of Directors to include parents, staff and community members
- Research and development of School Charter by Charter staff
- Research and development of grant proposals by Charter staff and outside consultants
- Develop curriculum for expanded learning opportunities
- Develop a system for measuring goals and objectives outlined in the curriculum
- Educate the local and surrounding communities about the Charter School's goals and objectives
- Creation and publication of staff and parent handbook by charter staff
- Research and identify business partnerships within the community
- Complete the School's business/budget plan

*** Individuals Responsible for Completion of Work**

The individuals responsible for the completion of this work will be the eight certificated employees who currently comprise the staff of the Oceanside Home Education/Independent Study program, along with strong parental support, and committed community members.

B. Identification of Planning Needs for the Development of an Effective School

1. Educational Capacity - *Developing Innovative Strategies and Proven Methods of Learning and Teaching

The Pacific View Charter School will meet the individual academic goals of all students. A curriculum committee comprised of staff, and parents will establish and integrate strategies and proven methods of learning and teaching. This will include , but not be limited to:

- open curriculum (the use of non-traditional resources)
- traditional (primarily textbook driven with individualized modifications)
- distance learning (teamwork and coalition building with local and global communities)
- technological support (computer-aided instruction)
- community partnerships (work study opportunities, mentoring and community service)
- field studies (authentic experiences connected to the curriculum)
- curriculum that considers multiple intelligences
- curriculum strategies for low achieving students

Annual individual goals and objectives for each student will be written collaboratively by student, parent and teacher. The basis for these will be outlined in our Charter School Handbook.

*** Measurable Outcomes for Student Performance/**

*** Student Assessment Program**

The School's Board of Directors will guide staff in developing an assessment program that measures the academic goals and objectives for each student. (This could be on a weekly, monthly, and yearly schedule.) Based on these individual goals and objectives, the staff will implement evaluation methods to determine student success.

- Methods of assessment to be considered:
 - Baseline testing
 - Collection and review of student's daily work
 - Portfolios
 - Demonstration of skills/student performance
 - Parent and teacher observation
 - Formal and informal assessments
 - Embedded assessment
 - Participation in the required state testing
 - Other tests as determined by individualized program
 - Feedback from student participation in apprenticeship community service/programs

Based on measurable outcomes the student's individualized method of instruction will be reevaluated to insure progress. There will be regular meetings with parent, student, and teacher to assess individual progress. Special education students with Individualized Education Plans will have assessment modifications to meet their IEP.

*** Professional Development**

The credentialed staff at Pacific View Charter School will continue professional development in the following areas:

- Alternative teaching strategies
- Team building skills
- Assessment and accountability
- Home study/Independent study
- Distance learning
- Technology
- Multi-age classes/developmental learning groups

Teachers may attend at least three continuing education classes (3 or more units per class) and/or conferences each year focusing on knowledge necessary to meet these objectives. Staff will attend district and county wide in-service as needed and/or as appropriate. Professional development will be an ever-changing process to provide an effective means of educating all students. Professional staff will meet monthly to discuss and assess the effectiveness of all aspects of our program - from individual teaching challenges to program philosophy. Reform will be initiated as needed.

2. The Business Capacity and Organizational Management Capacity of the School

- **Design for Effective School - Governance and Management Structure**

Pacific View Charter School will be governed by the Pacific View Charter Board of Directors which will include at least five members. Two will represent the community at large, one of whom will specifically represent the parents of the School; one will represent business; one will represent educators; one will represent Oceanside Unified School District. All will be selected with skills and experience to match their board responsibilities.

The teachers, staff, and Board of Directors will use consensus in an atmosphere of collaboration and shared decision making as the preferred method for reaching agreement.

As the first order of business, The Pacific View Charter School Board of Directors will establish the bylaws that will outline how the school is to be governed and operate consistent with the objectives of the School and the particulars of the future charter

- *** Fiscal Viability of the School**

Based on Average Daily Attendance, grant funds, and other available funding resources, the Business Management Committee will be formed to:

- develop and maintain an alliance with the Oceanside Unified School District
- determine responsibilities for finances
- investigate funding sources and procedures
- develop a budget that will demonstrate fiscal viability
- develop a yearly audit schedule

- Resources the Business Management Committee will employ include: outside consultants, legal advisors, and business managers. This may lead to the contracting of a business manager, bookkeeper (full or part-time basis), and/or certified public accountant.

** Currently we are working with Rod Tompkins, a professional business manager, from the San Diego Business Roundtable for Education under the Greater San Diego Chamber of Commerce.

*** Personnel of the Charter School**

All permanent Charter teachers will be required to hold a commission on teaching credential certificate, permit, or other document equivalent to that which a teacher in other public schools requires. We plan to contract the services of a counselor, along with a resource teacher to handle our special education student body needs.

The School may also individual contract with adjunct faculty who may teach or direct pupil activities/courses that are not part of the core curriculum or college preparatory courses under the direction of a certified teacher or administrator. Such persons may demonstrate an expertise in a particular field, i.e., computer technology, business, fine arts, local history, etc.

We project a staffing level of one administrator, one secretary, and one teacher for every 25 students enrolled at Pacific View Charter School. Projected opening enrollment is 200. In order to attract qualified teachers we will advertise and meet with the educational community to share our vision. The Board of Directors will meet with the school administrator to develop job descriptions, keeping in mind the emphasis on our educational vision.

*** Physical Operation of the School**

The developers of the Charter will:

- investigate and determine the cost of leasing a school facility per square foot
- develop a cost maintenance plan for school facility
- investigate the cost of technological support
- investigate equipment needs and costs for office, distance learning, library, computer labs, science labs, and printing needs

*** Evaluation of the Business/Management Capacity**

We have met with the Oceanside Unified School District's chief financial officer to establish projected school costs and funding. Greg Moser (law firm of Foley and Lardner), who has developed two successful charters, is providing us with legal advice to establish our governance and management structure. We are reviewing the establishment of a governmental non-profit corporation.

In addition: The business plan will be reviewed by the administrator and Board of Directors monthly; monthly staff meetings will evaluate educational goals and objectives and reconcile them with our vision; and the administrator will annually evaluate individual teacher performance based on the job description.

3. Collaboration and Networking Strategies

The Pacific View Charter School staff recognize that parents are dedicated to their children's education. Our open-door philosophy will encourage parents' input in planning and organizing any aspect of the School. We will ensure parent involvement in our school in a variety of ways. Parents will:

- complete surveys outlining desired components of the Charter School
- provide expertise in the development of goals for the School
- sign participation/enrollment papers
- form a Parent Advisory Board
- run for Pacific View Charter Board of Directors
- receive a monthly newsletter from the School
- participate in a minimum of School sponsored events
- meet regularly with assigned Charter staff

Students will have an active voice in designing an educational plan with parents and Charter staff. They will:

- complete surveys outlining desired components of the Charter School
- sign participation/enrollment papers
- form an associated student body/leadership group

In order to build a cohesive school culture, the staff and parents will coordinate with local community organizations. This team plans to build partnerships in the local community by:

- meeting with community leaders to achieve school-to-work programs and apprenticeships
- educating and accessing community service organizations
- creating a partnership with school district leaders, administration, teachers, staff, and board members
- linking with community colleges and universities for research and technological support
- participating in business, civic, charitable, and service organizations

The team will also build partnerships outside the local community by:

- contacting other educational entities which will help insure that specific compliance issues are addressed (i.e., SELPA)
- developing alliances with other California charter schools
- meeting with other school districts to develop alliances
- utilizing State and Federal programs

(*We are members of The Mentoring Coalition of San Diego and Imperial Counties. Staff has attended the California Network of Educational Charters in March.)

Staff, parents, students, and community members will meet periodically to collaborate in the promotion and development of our Charter School vision.

4. Overall Program Evaluation and Assessment

The Pre-operation Start Up Checklist (Appendix U of the Charter School Development Guide) will be used to guide the planning process of Pacific View Charter.

The Pacific View Charter School Board of Directors will evaluate the School annually. They will look at all aspects of the School's program, its effectiveness, and its compliance with the charter.

The Pacific View Charter School Board of Directors will be responsible for recommending changes to the program and for establishing amendments to the charter. The program's effectiveness will be based on the success of the individual student. Each student will be held accountable to high standards and expectations based on statewide standards, individual needs, and charter standards.

C. Support for Getting the Charter Petition Circulated and Approved

1. Specific Activities and Work to be Completed

The parents, staff, and community will collaborate to present a charter petition to the Oceanside Unified School District Board of Education which will include the fourteen elements as stated in Senate Bill 1448. This team will design and implement a marketing plan to educate the community at large including teachers and administrators. This strategy will support the approval of the charter process and the recruiting of students to participate in the charter school.

2. Justification for Use of Grant Funds

- A committee will be formed to approve grant fund expenditures.
- Grant funds will provide opportunities for staff and parents to research the following areas:
 - * Write a charter proposal with associated documents.
 - * Educate the community which includes marketing materials such as advertising in local publications, preparation of television and radio announcements, designing and printing of brochures and other print materials.
 - * Collaborate with other educational specialists in the area of charter development, state and community consultants, legal advisors, as

- well as college, university and business representatives.
- * Provide start-up funds for developing the business plan and legal fees associated with setting up a non-profit corporation.
- * Provide funds to contract with a local property owner for a leased school site.
- * Research additional educational strategies such as distance learning, school to work programs, technological curriculum, and assessment techniques.
- * Provide funding for incidentals, secretarial support, and other supply costs associated with the development of a charter school.
- * Consult with a grant writer.
- * Develop curriculum that meets our educational vision.
- * Research future variables in development of the charter.

III. Self-Assessment and Procedures for Monitoring Progress Towards Completion of the Charter Proposal

In order to monitor the charter school's progress, the following will occur:

- Consultants and lawyers will review and evaluate the charter for the required fourteen elements and suggest necessary changes.
- A panel of experts in the development of charter schools will review the charter for accuracy, compliance and attention to necessary details and requirements.
- Staff will attend state workshops/conferences on charter writing.
- Staff will research/visit other successful charter schools.

*** Time Line for Completion**

September 1998/February 1999

- Form School Charter Planning Committee and sub-committees for:
 - * Administrative and legal counsel to assist and advise on budget, management, marketing, business planning, special education law, liability and union issues
 - * Curriculum development
 - * Charter writing
 - * Grant writing
 - * Community education and outreach
- Educate parents, gather support, and circulate Charter School petition for necessary signatures
- Charter Planning Committee will review and evaluate progress of subcommittees
- Professional review of written Charter
- Present Charter to Superintendent for review

- Present Charter to Oceanside Unified School District for approval

March 1999

- Apply for Planning Phase Grant

May 1999

- Adoption of Charter by Oceanside Unified School District
- Review of subcommittees
- Educate general public
- Community outreach plan implemented

June 1999

- Review of subcommittees
- Approval of budget and business plan
- Continue community education and outreach
- Approval/ purchase of curriculum
- Finalize location

July/August 1999

- Final review of Planning Committee
- Form Operation Board and Committee
- Publish Charter School handbook for students staff parents

September 1999

- Open Pacific View Charter School

Appendix F: Budget Narrative

Any grant funds received will go through the Oceanside Unified School District's Business Office. Payments will be disbursed by a combination of purchase orders and check reimbursement for specific line items.

1000 series/Certificated salaries

\$30.00 per hour for curriculum research and development, developing assessment methods	\$8000.00
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2000 series/Classified salaries

Secretarial support	\$2500.00
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3000 series/Books and supplies

Office supplies	\$1000.00
School brochure/ postage/ advertising	\$2000.00
Printing costs	\$2000.00

4000 series/Services and other

Consultant fees	\$2000.00
Grant writer monthly stipend of \$100.00	\$ 500.00
Insurance and liability	\$2000.00
Obtain non-profit status/legal fees	\$3000.00

6000 series/Capitol outlay

Computer and fax for secretary	\$3000.00
Lease copier	\$4000.00
Lease deposit/monthly cost on building site	\$6000.00
Distance learning set-up, server, 4 work stations	<u>\$10000.00</u>

TOTAL	\$47000.00
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